



**Economic Development Commission
Tuesday, June 11, 2013 at 5:00p.m
Room 112, Walpole Town Hall**

Minutes

Attending: Michael McGrath (Vice Chairman), John Hasenjaeger, Chris Walker, John Keefe, Donnell Murphy, Ken Fettig and Stephanie Mercandetti, Community & Economic Development Director.

1. The meeting was convened at 5:00pm by Mr. Millette.
2. Public Open Forum:

There were no non-members present to speak.

3. Approval of Minutes:
A motion was made by Mr. Murphy and seconded by Mr. Walker to approve the minutes of the April 9, 2013 meeting as written. VOTED 5-0-1

Five (5) In Favor: Mr. Murphy, Mr. Walker, Mr. Hasenjaeger, Mr. Keefe and Mr. McGrath

One (1) Abstention: Mr. Fettig

A motion was made by Mr. Murphy and seconded by Mr. Keefe to approve the minutes of the May 14, 2013 meeting as written. VOTED 4-0-2

Four (4) In Favor: Mr. Murphy, Mr. Walker, Mr. Hasenjaeger, and Mr. Keefe

Two (2) Abstentions: Mr. Fettig and Mr. McGrath

4. Ongoing Business:
 - a. Downtown Updates:
NSTAR Main Streets Pilot Program is set to launch. Ms. Mercandetti has finalized logistics with NSTAR representatives. This week letters will go out to the downtown businesses as well as posted on the Town's website and the Walpole Business Professionals Group through LinkedIn. The week of June 17th, businesses will have the opportunity to sign up with NSTAR. NSTAR's contractor, Hannon Electric, will conduct audits the following week. Installation of the free energy efficiency upgrades will occur during the weeks of July 15 and July 22. Members asked questions about the types of upgrades covered and how many businesses could benefit from the program.

Also, the scope of work for the Best Retail Practices Program has been finalized and sent to the state for approval. This program is entirely funded via a grant and will be launched in the fall. The outdoor Farmers Market opens on the Town Common on Friday, June 14th. Red Cherry has opened and is a huge hit in the downtown. Natural Luxe will be opening in the old Hairentina space. A new hair salon will be taking over the location where Shine Salon was on Main St.

Mr. Murphy reported that he held a meeting with some of the larger downtown property owners and thought it was a great initial meeting. There is interest in having another meeting and continuing the dialogue. Also for those that were not able to attend, an additional meeting is being planned targeting a different section of the downtown.

- b. Business Outreach/Ambassador Program (EDC Member Updates):
Ms. Mercandetti is working with a few companies (distribution, lighting manufacturer) to identify space suitable for their operations. She has been requested by the state to participate in an upcoming meeting with one of the businesses.
- c. BOS/EDC Goals and Objectives:
No update at this time.
- d. Rt. 1A Industrial Park/Main St Economic Development Study Update: No update at this time.

5. Any Other Business

- a. Summer Schedule:
Mr. McGrath stated that there will be a regular monthly meeting in July but no meeting in August.
- b. Scheduling for BOS appointment and discussion topics:
The EDC typically meets with the Board of Selectmen a couple of times a year to provide updates to the Board. It has been awhile since the EDC met with Selectmen and it was suggested to make an appointment in either July or August. Ms. Mercandetti will check with Mr. Millette regarding his availability. Mr. McGrath mentioned that in addition to an update, the EDC should also use the opportunity to talk to the Selectmen about branding.
- c. UMASS-Boston McCormack Institute Performance Management Program:
Ms. Mercandetti informed members that the Town has been selected to participate in the Institute's Performance Management Program (entirely funded via grant monies). The Program will specifically look at the Department of Public Works and Police Department, and depending on the pace of the work could be expanded to additional municipal departments.

6. Next Meeting: The next meeting will be Tuesday, July 9th at 5pm in Town Hall.

7. Adjournment: A motion was made by Mr. Fetting and seconded by Mr. Murphy to adjourn the meeting at 6:10pm. VOTED UNANIMOUSLY